

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I've been thinking a lot about our last interactions, and I felt it was important to reach out and share my thoughts with you.

I want to start by sincerely apologizing for my sudden absence. I know that my silence must have been confusing and hurtful, and for that, I'm truly sorry. The truth is, I was struggling with my own feelings and didn't know how to communicate them effectively.

You mean a lot to me, and it pains me to think that I may have left you feeling disregarded. I want you to know that my intentions were never to hurt you or to make you feel like you didn't matter. You do matter, and I value the connection we shared.

I've had time to reflect, and I realize that ghosting was not the right way to handle things. I wish I could have been more honest and open about what I was going through. It was a challenging time, and I handled it poorly.

If you're open to it, I would love the chance to talk, whether it's to clear the air or just to reconnect. If not, I completely understand and respect your feelings. Thank you for the moments we shared, and I wish you nothing but the best moving forward.

Take care of yourself.

Warmly,
[Your Name]